

23 NOV 1971

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Office of Personnel Report - Week Ending 19 November 1971

1. Cooperative Education:

25X1A a. Last week [REDACTED] visited Kentucky State College (Black) in Frankfort, Kentucky. They are just getting started on a co-op program and it is presently being run on an informal, volunteer basis by interested faculty members. The only study area meeting our requirements at Kentucky State is Business Administration. Dr. Gus T. Ridgel, Chairman of the Business Department, said he had many job offers for his Black students. In fact, he can place his Black students much easier than his White ones (30% of his department is White). He expressed interest in our Program and will talk to his students. He did not expect a large response, but thought there might be some, especially from students who are from the Washington area.

25X1A b. In addition, [REDACTED] NPIC, visited Morgan State College (Black) in Baltimore. A very dynamic lady, Mrs. Lena McKinney, runs their four-year-old program. This college co-ops in Business Administration, Math, Physics, Computer Science, and the Social Sciences. We made a strong pitch for Photo Interpreters when discussing our requirements. Mrs. McKinney seemed most enthusiastic and

promised to spread the word. She also emphasized the comparative ease with which Black students are placed. On the way out she introduced

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[REDACTED] party to the president, Dr. King Cheek, who is very enthusiastic about the co-op program. Incidentally, he is the brother of the president of Howard University.

c. The group next visited Norfolk State College (Black) in Norfolk, Virginia. This school co-ops on a voluntary basis in all departments. Of interest to us are the departments of History and Geography (NPIC/PI's), Math, Physics, Business Administration, and Accounting.

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[REDACTED] explained our program to the Co-ordinator, Mr. Morton Hopkins and the Associate Dean for Academic Affairs, Dr. Everett Duke. They expressed great interest but pointed out that there were many more job openings than they could fill. Also, there was some reluctance on the part of students to leave the Norfolk area. Mr. Hopkins will spread the word and let us know what response he receives.

2. Security Escorts: As a follow up to last week's report, we are still working on the escort requirements of the Office of Security. Nine new applicants were interviewed this week--seven of these were given long forms and will be recommended upon return of the forms. Two of the seven cases we are recommending are for full-time positions.

3. Jobs for Veterans: Cooperating with the President's "Jobs for Veterans" Program, we participated in two "Job Fairs" last week. At Dover, Delaware A.F.B., [REDACTED] was reportedly "inundated" with

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25X1A inquiries. The coincidental publication of the Newsweek cover story on the Agency added to the response. [REDACTED] participated in a similar "Job Fair" last Saturday at Greenbelt, Maryland.

4. Contract Employees: Employee salary changes for contract employees, suspended during Phase I of the President's economic program, have now been sent to the Office of Finance for payment. They bear an effective date of 14 November 1971. These increases include approximately 150 PSI actions and 88 regular compensation increases (field amendments and requests for headquarters contract amendments).

5. Position Classification:

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a. Position descriptions covering 14 positions in the Administrative Staff [REDACTED] have been completed and forwarded [REDACTED] for review.

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b. Benchmark position descriptions are being prepared for Operations Officer positions and Intelligence Assistant positions.

c. A two-week instructional program in Position Management and Compensation Division has been developed for two support interns starting 6 December.

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6. Reserve Affairs: [REDACTED]

of Mobilization and Military Personnel Division visited the Industrial College of the Armed Forces (ICAF) to discuss with the Seminar Director the possibility of the ICAF team presenting certain of their selected subjects to the members of the Agency's military reserve unit. The official was receptive to our

informal request and believed they could present approximately twelve selected subjects during the period September 1972 - May 1973. They will let us know by the end of January 1972 if they can meet our request.

/s/ Harry B. Fisher

Harry B. Fisher
Director of Personnel

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